COLLEGE OF EDUCATION
PROMOTION PROTOCOLS

Assistant to Associate Professor
- Requires the applicant to have **two** juried publications and **one** presentation at regional or above conferences or any combination.
- A secured grant can replace one of the three items.

Associate to Professor
- Requires the applicant to have (since last promotion) **three** additional juried publications and **two** additional presentations at regional or above conferences, or any combination.
- A second grant can replace one of the five items.

Additional Points:
- Committee members may ask the applicant for clarification as to how a publication or presentation meets the criteria.
- The applicant may also request a meeting to clarify how the publications, presentations and/or grants meet the criteria for promotion.
- The Committee defines *"Scholarship within the Discipline"* as applying to the body of knowledge in the field of education.
- Committee members remain a part of the Committee during the promotion process with the exception of their own application.
- Committee members can vote on decisions related to promotion for academic rank even if the rank is above their current rank.
- All applications will be submitted electronically.
- A mastery of teaching and instruction is a criterion for both the promotion and tenure process. For the Graduate Education faculty member dissertation work is a significant portion of the teaching load. Therefore: the applicant will include in the Instruction criteria section of his or her promotion / tenure application a narrative regarding the dissertation activities that have occurred since his or her previous promotion. The narrative will specify those committees that the applicant Chaired and those that the applicant served as a committee member, noting which have completed.

- All of the Ed.D. candidates whose dissertations were Chaired by the promotion applicant and defended since the applicant's last promotion will be surveyed. In addition to this data, evaluation data from the Ed.D. exit surveys will be included as a required document of the promotion, tenure, and sabbatical application packet much like the data from course evaluations currently are.